

## **AGREEMENT TO COMPLY WITH FTB PUB. 1098**

Computerized tax processors, tax software developers, commercial printers, and others who develop tax forms in a scannable format and/or substitute copies of official California Franchise Tax Board tax forms, must complete this form. Please FAX your completed form to (916) 845-4788, Attn: Hector Lopez/Kathy Bridges or mail it to us at:

Attn: Tax Forms Development and Distribution Section (TFDD)
Hector Lopez/Kathy Bridges
Franchise Tax Board
PO Box 1468 M/S B-5
Sacramento CA 95812-1468

In an effort to maintain our records as current as possible, please take a moment to answer the following questions. If these questions do not apply, complete the form and FAX it or mail it to us using the information above. Has your company experienced a recent merger? YES  $\square$  NO  $\square$ If YES, please indicate new company name, forms contact person, and telephone number. Company Name: \_\_\_ Forms Contact Person Name: \_\_\_\_\_ Telephone (\_\_\_\_\_) ext. \_\_\_\_ If NO, please go to the next question. If your company is no longer in operation, please check the box  $\square$  and STOP HERE. I am a representative of (name of company)\_ and I am authorized to agree to and answer the following on behalf of the above named company. Our company will (check all applicable boxes): Develop scannable and/or substitute tax forms using our tax software programs. We plan to develop the following scannable forms: ☐ Form 540 ☐ Form 540A ☐ Form 540-ES ☐ Form 541-ES ☐ FTB 3519 ☐ FTB 3563 ☐ FTB 3582 Develop tax software programs to be used with scannable and/or substitute tax forms developed by \_(provide company name); oxdit Develop scannable and/or substitute tax forms for other companies to use with their tax software programs. We plan to develop the following scannable forms: ☐ Form 540 ☐ Form 540A ☐ Form 540-ES ☐ Form 541-ES ☐ FTB 3519 ☐ FTB 3563 ☐ FTB 3582 Develop Paperless (magnetic media) Schedule K-1 (565); and/or

Reproduce official forms provided by the Franchise Tax Board.

Our company agrees to comply with FTB Pub. 1098, Guidelines for the Development and Use of Substitute, Scannable, and Reproduced Tax Forms, published by the Franchise Tax Board.

## Specifically, our company agrees to:

- Refrain from requesting approval of scannable and/or substitute tax forms based on preliminary versions of our forms, or using preliminary versions of our forms to prepare returns for filing with the Franchise Tax Board, or distributing preliminary versions of our forms to the public;
- Submit to the Franchise Tax Board for its review and approval, prior to their release to customers or clients, any scannable and/or electronically processed substitute tax forms or any products that produce these forms and, in case of Paperless Schedules K-1 (565), use FTB provided Schedule K-1 (565) TestWare or submit Schedules K-1 (565) test files before sending production files;
- When notified by the Franchise Tax Board, promptly correct errors in our company's scannable and/or substitute tax
  forms and substantiate to the Franchise Tax Board that our company has corrected the errors and notified
  customers or clients of the corrections. Continue to educate customers to prevent problem returns from being
  generated;
- 4. Notify customers or clients of the computer hardware requirements, including printers, printer fonts, font cartridges, etc., necessary to produce our company's scannable and/or substitute tax forms that were approved by the Franchise Tax Board;
- 5. Identify to the Franchise Tax Board all scannable and/or substitute tax forms and tax software programs using our company's identification code; and
- 6. Notify Franchise Tax Board of any critical software problems identified after releasing product(s) to customers.
- 7. Agree to abide by the provisions of Senate Bill 1724 signed into law on September 30, 2000, (amending Sections 17530.5, 22251, and 22253 of the Business and Professions Code and adding Sections 1799.1a to the Civil Code and 18621.7 to the Revenue and Taxation Code). This law requires the Franchise Tax Board to approve only those commercially developed tax preparation forms that are compliant with the provisions of Section 6 of Senate Bill 1724, codified in Revenue and Taxation Code Section 18621.7.

Our company also specifically authorizes the Franchise Tax Board to include the name of our company in various public information material designed to inform tax practitioners and the public about vendors who have agreed, complied, or failed to comply with the Franchise Tax Board's policies, procedures, guidelines, and specifications.

Authorized representative's name	California company identification code (CTP ID) Date	
Signature by	Mailing address	PMB no.
Title	City, State, ZIP Code	
Forms contact name, if more than one contact name, use next line	Telephone number	
	( )	ext.
Additional contact name	Telephone number	
	( )	ext.
Forms contact email address, if more than one contact email address, use next line	FAX number	
	( )	
Additional contact email address	Telephone number for public distribution	·
	( )	ext.